

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
DECEMBER 5, 2011

The Lyndon City Council met in regular session on Monday, December 5, 2011, 7:30 p.m., at City Hall.

Members Present: Wayne Howard, Kay Jones, Bill Patterson, Brandon Smith (8:49),
Doug Watson and Mayor Jeff Bronson

Others Present: Kim Newman, City Administrator
Barbara Schattak, City Clerk
Dave Wilson, Maintenance Superintendent
Darrel Manning, Chief of Police/Zoning Administrator
Wayne White, The Osage County Herald-Chronicle
Brian Romine

1. CALL TO ORDER: Mayor Bronson called the meeting to order.
2. ROLL CALL: City Clerk called roll of the city council; all members were present.
3. ADOPTION OF MINUTES OF PREVIOUS MEETING: A motion was made by Patterson to approve the adjourned meeting minutes of November 21, 2011 as presented. Jones seconded the motion, which carried.
4. CORRESPONDENCE TO COUNCIL: The City Clerk presented each council member with copies of Public Wholesale Water Supply District No. 12 meeting minutes of November 16, 2011, correspondence from the Kansas State Board of Agriculture, Division of Water Resources regarding no water use and possible closure of one of the City's water rights and the November issue of the Kansas Government Journal.

The City Clerk gave a brief explanation of the letter stating since the water right has not been used for several years the City will need to explain why there is a need to keep the water right which is a real property. After some discussion, city staff will visit with the Division of Water Resources about the water right, the matter was tabled.

5. CITIZEN'S STATEMENTS AND PETITIONS:
 - a) Brian Romine asked the council for their assistance regarding his water bill and to keep it from being shut off. After some discussion, it was the consensus of the council to allow Brian Romine to pay \$150 a month for the next three months and to grant an extension to March.
6. UNFINISHED BUSINESS:
 - a) PARKING ON WEST 6TH STREET: Additional photographs of the 100 Block of West 6th Street were presented to the Council by the Chief of Police to give a visual of the parking

situation. After further discussion, a motion was made by Watson to allow compact car (up to 16 feet) angle parking on the South side and a no parking sign from the corner on the North side to the East side of the building. Jones seconded the motion, which carried. The City Administrator was asked to do a map of the street parking and send the business owner a letter. Staff was also asked to contact the City Attorney to see if an ordinance is required.

Maintenance was asked to order signs and plan to have them placed by February.

7. NEW BUSINESS:

a) GAAP WAIVER FOR THE AUDIT OF 2010: The City Clerk presented Resolution No. 11-03, requesting a GAAP Waiver for the audit of 2010 financial statements and financial reports of the City of Lyndon, Kansas. A motion was made by Jones to approve Resolution No. 11-03 and to authorize Mayor Bronson to sign on behalf of the City. Howard seconded the motion, which carried.

b) CMB AND LIQUOR BY THE DRINK LICENSES: Applications for License to sell Retail Cereal Malt Beverages were received from Linda Thompson, Buzzard's Pizza, for consumption on the premises; from Casey's Retail Company, for sale in original and unopened containers; from Lyndon 66, for sale in original and unopened containers; a club license was received from William Ragan for EZ Rock Café. Each establishment paid the proper fee. A motion was made by Patterson to authorize Mayor Bronson to sign the licenses on behalf of the City. Jones seconded the motion, which carried.

c) MEETING DATE FOR END OF YEAR: Council members discussed when to have the final council meeting of the year. It was the consensus of the council to meet on December 28, 2011 at 7:30 p.m.

d) BUDGET CASH FLOW: The City Administrator reported due to a cash flow issue staff will be cashing a \$50,000 Certificate of Deposit to ensure bills and payroll will be covered for the end of the year.

8. MONTHLY FINANCIALS: A list of vouchers for payment of November expenses was presented. A motion was made by Howard to pay accounts as set forth. Watson seconded the motion, which carried.

9. STAFF REPORTS:

a) The Police Department presented an activity report for the month of November.

b) Maintenance presented a report for work they have completed and anticipated work.

- c) The City Clerk presented a request to place a tree in City Park in memory of Kaleb Hobbs. After some discussion, it was the consensus of the council to plant a tree in City Park but no plaque at this time.

10. COUNCIL/STAFF COMMENTS: The City Administrator reported she has been talking with the developer of the Rockin Z Ridge and all are working together. She has been asked to contact the engineer, BG Consultants, to see what type of business could start up there the quickest.

The City Administrator also reported she had sent an email to the Post Office regarding the mail delivery time in Lyndon.

Council was reminded office staff will be down to two full time employees beginning January 1st and Carolyn has offered to be of assistance when it is needed.

Patterson reported the sidewalk at 7th and Birch is in bad shape and asked if a note could be sent to the landowner. It was noted there would need to be an ordinance to require sidewalks before you can ask for them to be repaired. No action was taken.

Patterson asked Jones if anyone has visited with Bruce Williams regarding the grading around the Bailey House; at this point no one has but stated the contractor was working with the City regarding the matter.

Patterson asked the City Administrator about a price increase in the Health Insurance; the City Administrator reported she had anticipated it in the budget.

11. EXECUTIVE SESSION: At 9:16 p.m. a motion was made by Watson to recess to executive session for 15 minutes to discuss a personnel matter. Patterson seconded the motion, which carried. The governing body reconvened at 9:31 p.m. No action was taken.

At 9:32 p.m. a motion was made by Smith to recess to executive session for 10 minutes to discuss a personnel matter. Patterson seconded the motion, which carried. The governing body reconvened at 9:42 p.m.

A motion was made by Howard to give a one-time bonus of \$600 to all full time employees. Watson seconded the motion, which carried.

12. ADJOURNMENT: At 9:44 p.m. a motion was made by Smith to adjourn to Wednesday, December 28, 2011 at 7:30 p.m. Howard seconded the motion, which carried.



Barbara Schattak
City Clerk